

BOARD LETTER – SUMMARY SHEET

HEALTH AND MENTAL HEALTH SERVICES CLUSTER

AGENDA REVIEW	05/08/13
BOARD MEETING	05/21/13
SUPERVISORIAL DISTRICT	All SD
DEPARTMENT	Mental Health (MH)
SUBJECT	Approval to Enter Into a Consultant Services Agreement with Fairchild Consulting Services for Fiscal Years 2012-13 through 2014-15
PROGRAM	Fairchild Consulting Services will develop a business continuity plan detailing the steps to resume or maintain delivery of mental health services during and after a major disaster.
DEADLINES	None
COST & FUNDING	Total cost of the Consultant Agreement - \$245,000, fully funded with State of California Community Development Block Grant (CDBG) Program.
PURPOSE OF REQUEST	Delegated authority to MH Director to execute a Consultant Services Agreement with Fairchild Consulting Services to develop a business continuity plan for DMH to resume or maintain delivery of mental health services during and after a major disaster. The Agreement is effective upon Board approval through December 31, 2014.
SUMMARY/ ISSUES (Briefly summarize program and potential issues or concerns. Identify changes, if any, to level of funding or staffing; how funding will be utilized and why best use; prior accomplishments; and for BLs involving contracts, also note changes to the contract term.)	<ul style="list-style-type: none"> On September 6, 2011, DMH received Board approval to apply for a \$250,000 grant from the 2008 Disaster Recovery Initiative Allocation of the CDBG Program. DMH successfully submitted an application which resulted in the awarding of the \$250,000 grant. Through a RFP solicitation, DMH identified Fairchild Consulting Services as the most qualified consultant to develop a business continuity plan for DMH. DMH selected Fairchild Consulting Services to assist and support DMH Continuity Coordinator to further identify, analyze, and develop continuity plans focused on the essential operations at DMH directly operated clinics, administrative offices, and co-located sites. The Plan will support the business resumption and long-term recovery efforts of DMH mental health functions.
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